

**MIDDLEWICH HIGH SCHOOL
FGB BUDGET APPROVAL MEETING
MINUTES**

Date:	Tuesday 18th May 2021 at 4:30pm	
Venue:	Virtual Meeting using Google Meet	
Present:	Colin Price (CPR) Julie Brandreth (JBR) Heidi Thurland (HTD) Mike Finney (MFI) Mike Taylor (MTA) Alan Dixon (ADI) Catherine Broadhurst (CBR) Angela Deakin (ADE)	Parent Governor (Chair) Co-Opted Governor (Vice Chair) Head Teacher Co-opted Governor Staff Governor Co-Opted Governor Co-Opted Governor Co-Opted Governor
Apologies:	Stuart Mayhead (SMA) Simon McGrory (SMC)	Co-Opted Governor Local Authority Governor
Absence:		
In attendance:	Alison Newsome (ANE) Debbie Carter (DCA) Athene Atkinson (AAT)	Clerk Strategic Business Manager (SBM) Finance Team

The meeting met its quorum and started at 4:38pm

AGENDA ITEM 1	WELCOME & APOLOGIES
Discussion:	<p>The chair opened the meeting and welcomed the governing body.</p> <p>Apologies received from Stuart Mayhead and Simon McGrory.</p> <p>ANE was welcomed to the meeting, ANE present to take the minutes.</p>
Decision:	The apologies of the above-named governors were accepted by the governing body

AGENDA ITEM 2	CONFLICTS OF INTEREST RELATING TO THE MEETING (PECUNIARY OR OTHERWISE)
Discussion:	<ul style="list-style-type: none"> There were no conflicts of interest recorded for this meeting

AGENDA ITEM 3	APPROVAL OF THE SFVS
Discussion:	<p>The CoG, Clerk, Link Governor for SEND and Link Governor Personnel/Pay held a meeting with the Strategic Business Manager (SBM) and Finance Manager (FM) on 14.05.21 to complete the SFVS document. The document was uploaded to GovernorHub for governors to review prior to the meeting.</p> <ul style="list-style-type: none"> A governor had raised a concern prior to the meeting regarding the answer to Q22 on the SFVS Checklist. The FM amended the document accordingly and the updated version was uploaded to GovernorHub.

	<ul style="list-style-type: none"> • There were no further questions from governors. • The SBM stated that this is a governance document of which the governing body is required to take ownership. The Chair stated that this was discussed at the SFVS meeting and a plan of action regarding completion will be put in place moving forwards. • The dashboard has been completed along with the DfE website and nothing has been highlighted on the rating page. • The Headteacher stated that she has reviewed the document and made comments on it, and is happy with it's completion.
Decision:	Governors resolved to approve the SFVS.

AGENDA ITEM 4 & 5	APPROVAL OF 1 -YEAR BUDGET & 3-YEAR BUDGET
Discussion:	<p>The Chair highlighted that the budget was discussed at the Resources meeting last week and recommended by that committee to FGB. This meeting afforded any governor to ask further questions or any governor who did not attend the Resources Committee.</p> <p><i>Q There is a rather large carry forward figure. How much of this is going to be spent or saved for a rainy day?</i></p> <p><i>A) The SBM confirmed that the figure is due to a consequence of COVID, £100k variance compared to the budget set at the beginning of the year, £25k of this was attributed to the Winsford Bus and reduced agency supply which means we have not spent as much. This underspend has been combined with last year's carry forward that produces the £390,565 provisional figure.</i></p> <p><i>Q) How much is going to be saved as a contingency in light of our source of income being mainly AWPUs and in anticipation of expected increases in costs/expenditure?</i></p> <p><i>A) The SMB explained that the in year carry forward figure of £390,565 added to the cumulative carry forward balance. At the end of year 3 the cumulative carry forward is £373,843. The only way to spend the carry forward is to show an in year deficit, which will reduce the cumulative carry forward. There are no plans to spend the current carry forward.</i></p> <p><i>Q If the predicted increase in pupil numbers occurs, there does not appear to be any built-in expenditure for extra staffing/resources on an ongoing basis, except, perhaps, for the noted increase in TA hours. Also, we have the potential for the government to implement the minimum £30k salary with no DfE models yet of the inflationary impact of maintaining differentials, hence the initial question about the need for a buffer regarding the carry forward, especially as staffing costs are already approx. 80% of total budget. How will we cover this?</i></p> <p><i>A) Looking at the bottom line on the Version 2 model, this is our reserve line and money not spent. It will start at £390k+ and by the end of year 3 there is £370k seen. There will be an in year deficit but maintaining a cumulative going forward. This is a very cautious budget model, which will be managed very tightly. Planned expenditure that has been taken into account is the IT infrastructure for 2022 which will be £70k. The Enhanced main provision hasn't been included and this won't be until the agreement has been drawn up. Therefore, no income and expenditure have been included and no increase in resources either.</i></p>

	<p><i>Q In terms of affordability and value for money, if each TA is being given an increase of 4.5 hours is that pay increase being offset in other budget areas, depending on whether the TAs are grade 4,5 or 6?</i></p> <p><i>A) We have not replaced 3 TA's which has resulted in £70k in savings. The £40k increase has been absorbed out of those savings. Teachers are taking on more of the curriculum, we have no grade 7 apart from the Deputy SENDCO. This new model will be reviewed in the next 12 months.</i></p> <p><i>Q Do we have enough TA's across the rest of the school to support students who are not on the SEND register, but who would benefit from additional assistance?</i></p> <p><i>A) We have the right resources in the right place. We will have a further £51k coming in to support Year 7.</i></p> <p><i>Q We are at 80% salary. How do we know that won't creep up?</i></p> <p><i>A) We do have experienced teaching staff who are within their grades. New joiners are coming in on a lower pay but we are very top heavy due to experience. All costs are building up and AWPU does not increase with inflation. DCA is monitoring this closely.</i></p> <p><i>Q The Government has introduced a pay freeze and the £30k minimum is likely to be deferred at this time. Is this correct?</i></p> <p><i>A) There is a lot of talk regarding this but not a lot from the DfE. This is why we haven't spent the money - we are anticipating the pay rise and the IT replacement ahead.</i></p> <p><i>Q Will this budget be affected by academisation?</i></p> <p><i>A) Version 2 of the budget includes the 2.5% top slice that the school will be required to pay to the Trust as part of the MAT for the academisation. This included everything we currently know about and is still split on the 5/12^{ths} LA costs and 7/12^{ths} Academy costs. At the end of August the accounts will be closed down and reconciled with the LA and a new set of accounts started on 1st September as we join the trust. The accounts will then run as an academic year instead of the current financial year.</i></p> <p><i>Q Is there anything at the moment that might delay the 1st September academisation? It seems to have gone very quiet and there are aspects of governance that will be affected.</i></p> <p><i>A) There is legal work going on in the background, but the date is still the 1st September 2021. A meeting will be held on the 19th May with the LA and Everybody Leisure to work through outstanding issues.</i></p> <p>The chair expressed appreciation for all of the questions raised and asked if there were any more. On behalf of the Governors the Finance Link Governor, SBM and FM were thanked for their hard work in preparing this budget.</p>
Decision:	Governors resolved to approve Version 2 of the 1-Year and 3-Year budget.

AGENDA ITEM	STATEMENT OF IMPACT
6	
Discussion:	<ul style="list-style-type: none"> ● Approved the SFVS ● Approved Version 2 of the 1 Year Budget ● Approved Version 2 of the 3 Year Budget

There being no further business, the meeting closed at 17:20pm